

Teton County Idaho Commissioners' Meeting Agenda
Monday, April 27, 2015 - 9:00am
150 Courthouse Drive, Driggs, ID – 1st Floor Meeting Room

9:00 **Meeting Called to Order** – Bill Leake, Chair
Amendments to agenda if any

Board of Equalization if necessary

Property Exemption Applications

1. Agricultural
2. Non-Profits

9:30 **Open Mic**
if no speakers, we will go to next agenda items

DEPARTMENT BUSINESS

Weed Supervisor – Ben Eborn

1. Spraying Contract

Juvenile Probation

1. ID Dept. of Juvenile Corrections – S. Boyle
2. Quarterly Report – R. Leidorf
3. JABG Grant Adjustment
4. WRAP Contract

Public Works – Darryl Johnson

1. Solid Waste
 - a. Non-Profit Solid Waste Fees
 - b. Weigh Master Pay Grade Adjustment
 - c. Loader Lease
 - d. Landfill Cap Update
2. Road & Bridge – Clay Smith, Supervisor
 - a. Asphalt Contract
 - b. Dust Control Contract
 - c. Loader Lease
3. Engineer
 - a. Tin Cup Challenge Support
 - b. LTHAC Grant Rankings
 - c. W6000S Inter-Agency Update

Planning & Building – Jason Boal, PA

1. Land Use Code Revision
 - a. Public Outreach
2. Minor Plat Amendment
Canyon View Estates

11:15 **BREAK** for Justice Meeting

2:45 **RECONVENE**

Treasurer – Beverly Palm

Personal Property Payment Extension Request

Animal Control Officer – R. Mossman

Administrative Business

will be dealt with as time permits

1. Approve Available Minutes
2. Other Business
 - a. Geotourism Support Request
 - b. Facilities Maintenance Request
 - c. Reschedule June 8 Meeting
 - d. Centennial Celebration
3. Committee Reports
4. Claims

RECESS

RECONVENE – Tuesday, April 28 @ 9:00am
2nd Floor Conference Room

Clerk – Mary Lou Hansen

1. FY 2016 Budget Memo #1
3. Approach to raises for FY 2016
4. BoCC Staff Evaluations
5. Revenues & Fees
6. Non-Profit Funding Requests
7. Credit Card Policy
8. BoCC Priorities, Budgets & Staffing

ADJOURN

Upcoming Meetings

May 11 – 9:00 am Regular Meeting of the Board

May 25 – Memorial Day: CLOSED

May 26 – 9:00 am Regular Meeting of the Board

Agricultural Exemption Requests – 2015
Proof of Income Idaho Code Title 63§604- 605

Christensen	RP05N45E356003
Kunz	RP04N45E305113
Marshall	RP002480000020
Phillips	RP04N45E312404
Streit	RP004450000100
Teton River Farms	RP003270010070
Tonks	RP05N45E033800
Waddell	RP05N46E170653
Woolstenhulme	RP004850000410

NOTE: In 2014 the BoCC granted exemptions to four property owners. Three of the four are included in the list above. Mr. Brandon Lerwill, parcels RP06110080010 and RP006110080020, did not re-apply for the exemption in 2015.



Bonnie Beard, Teton County Assessor
bbeard@co.teton.id.us

150 Courthouse Drive #212 Driggs, ID 83422
208-354-3507 Telephone • 208-354-3508 Fax

SAMPLE

March 19, 2015

CHRISTENSEN, ALVIE
RP 05N45E356003

IMPORTANT NOTICE REGARDING AGRICULTURAL EXEMPTION

The agricultural exemption has been removed from your parcel,
per Idaho Code 63-604.

The code states: The total area of such land, including the home site,
is more than five(5) contiguous acres, and is actively devoted to agriculture.

You may apply for the Agricultural Exemption by Application to the Teton
County Commissioners if, land has agriculturally produced gross revenue in the
preceding year of \$1,000.00 or more.

All applications must be received by April 15, 2015.

If you have any questions feel free to contact our office.

Bonnie Beard
Teton County Assessor

TITLE 63 - REVENUE AND TAXATION
CHAPTER 6 - EXEMPTIONS FROM TAXATION

63-604. LAND ACTIVELY DEVOTED TO AGRICULTURE DEFINED. (1) For property tax purposes, land which is actively devoted to agriculture shall be eligible for appraisal, assessment and taxation as agricultural property each year it meets one (1) or more of the following qualifications:

(a) The total area of such land, including the homesite, is more than five (5) contiguous acres, and is actively devoted to agriculture which means:

(i) It is used to produce field crops including, but not limited to, grains, feed crops, fruits and vegetables; or

(ii) It is used to produce nursery stock as defined in section 22-2302(11), Idaho Code; or

(iii) It is used by the owner for the grazing of livestock to be sold as part of a for-profit enterprise, or is leased by the owner to a bona fide lessee for grazing purposes; or

(iv) It is in a cropland retirement or rotation program.

(b) The area of such land is five (5) contiguous acres or less and such land has been actively devoted to agriculture within the meaning of subsection (1)(a) of this section during the last three (3) growing seasons; and

(i) It agriculturally produces for sale or home consumption the equivalent of fifteen percent (15%) or more of the owner's or lessee's annual gross income; or

(ii) It agriculturally produced gross revenues in the immediately preceding year of one thousand dollars (\$1,000) or more. When the area of land is five (5) contiguous acres or less, such land shall be presumed to be nonagricultural land until it is established that the requirements of this subsection have been met.

(2) Land shall not be classified or valued as agricultural land which is part of a platted subdivision with stated restrictions prohibiting its use for agricultural purposes, whether within or without a city.

(3) Land utilized for the grazing of a horse or other animals kept primarily for personal use or pleasure rather than as part of a bona fide for-profit enterprise shall not be considered to be land actively devoted to agriculture.

(4) Land actively devoted to agriculture, having previously qualified for exemption under this section in the preceding year, or which would have qualified under this section during the current year, shall not lose such qualification due to the owner's or lessee's absence in the current year by reason of active military service in a designated combat zone, as defined in section 112 of the Internal Revenue Code. If an owner fails to timely apply for exemption as required in this section solely by reason of active duty in a designated combat zone, as defined in section 112 of the Internal Revenue Code, and the land would otherwise qualify for exemption under this section, then the board of county commissioners of the county in which the land actively devoted to agriculture is located shall refund property taxes, if previously paid, in an amount equal to the exemption which would otherwise have applied.

(5) If the land qualified for exemption pursuant to section 63-602FF, Idaho Code, in 2005, then the land will qualify in 2006 for the exemption pursuant to section 63-602K, Idaho Code, upon the filing of a statement by the owner with the board of county commissioners that the land will be actively devoted to agriculture pursuant to this section in 2006.

(6) For purposes of this section, the act of platting land actively devoted to agriculture does not, in and of itself, cause the land to lose its status as land being actively devoted to agriculture if the land otherwise qualifies for the exemption under this section.

(7) As used in this section:

(a) "Contiguous" means being in actual contact or touching along a boundary or at a point, except no area of land shall be considered not contiguous solely by reason of a roadway or other right-of-way.

(b) "For-profit" means the enterprise will, over some period of time, make or attempt to make a return of income exceeding expenses.

(c) "Platting" means the filing of the drawing, map or plan of a subdivision or a replatting of such, including certification, descriptions and approvals with the proper county or city official.

63-605. LAND USED TO PROTECT WILDLIFE AND WILDLIFE HABITAT. (1) For the tax year commencing January 1, 2007, an application for appraisal, assessment and taxation under this section as land actively devoted to agriculture pursuant to section 63-604, Idaho Code, shall be filed in the office of the county assessor on or before the fourth Monday in June 2007. For the tax year commencing January 1, 2008, and for each and every year thereafter, an application for appraisal, assessment and taxation under this section as land actively devoted to agriculture pursuant to section 63-604, Idaho Code, shall be filed in the office of the county assessor between January 1 and April 15 of each year for which the requested tax status is to apply. Land eligible for this tax status is land which is either:

(a) Owned and used for wildlife habitat by a private, nonprofit corporation which corporation has a recognized tax exempt status under section 501(c)(3) of the Internal Revenue Code, and which corporation qualifies for exemption status under section 63-602C, Idaho Code, and which corporation is dedicated to the conservation of wildlife or wildlife habitat; or

(b) Being managed pursuant to a conservation easement or a conservation agreement, as defined in this section and which easement or agreement has been entered into with a private, nonprofit corporation which has a tax exempt status under section 501(c)(3) of the Internal Revenue Code, which corporation qualifies for exemption status under section 63-602C, Idaho Code, and which land qualified, for three (3) consecutive years immediately preceding management of the land pursuant to a conservation easement or a conservation agreement, as land actively devoted to agriculture pursuant to section 63-604, Idaho Code.

(2) As used in this section, "conservation agreement" means a written document between a private, nonprofit corporation enumerated in subsection (1) of this section and the landowner which defines wildlife, flora or fauna or freshwater biota to be protected and outlines a minimum of a ten (10) year management plan to protect target species and to control noxious weeds in accordance with Idaho noxious weed law in chapter 24, title 22, Idaho Code. Progress in managing the target species and controlling noxious weeds shall be monitored and an annual progress report shall be submitted each year along with the application filed as required in this section.

(3) The conservation agreement or a copy of the document creating the conservation easement shall be filed with the county assessor by April 15 of the year for which application for the tax status is made. Following initial approval of an application in any tax year, for each subsequent, consecutive year in which application is made and the tax status is claimed, it shall not be necessary to resubmit the conservation agreement or a copy of the document creating the conservation easement unless the agreement or easement document has been amended. In the event the document is amended, the amended version shall be submitted with that year's application.

(4) Failure to file an application for each year that tax status under this section is claimed, or failure to annually document progress in managing the target species and controlling noxious weeds as required in subsection (2) of this section, shall result in loss of the tax status provided in this section.

Non-Profit Exemption Requests – 2015
Proof of Income Idaho Code Title 63§602

American Legion	RPA0014025002B
Brigham Young University – Idaho	RP06N45E102400 RP06N45E034800
Calvary Chapel	RPA5N45E234600
ECIPDA	RPA5N45E234801
EICAP	RPA00100000030
Family Safety Network	RPA0014016005B RPA0014022006N
LDS Church	RPA0014014001A RPA0014017001A RPA02010000010 RPA02010000020 RPB0086007001A RPC0083025004D RPC0083026001A
National Outdoor Leadership Schools	RPF0013004001A RPF0013002001A
Roman Catholic Diocese	RP04N45E117802
Teton Arts Council	RP000260010120
Teton Science School (Community School - Victor)	RPB0087011017A RPB00870110151 RPB00870110152 RPB00870110320 RPB00870110195 RPB00870110200 RPB0086004004B RPB0086004005B
Teton Valley Bible Church	RPA0014013002B
Teton Valley Humane Society	RP05N46E310011
Teton Valley Museum Foundation	RP00044000008A

ADVERTISEMENT FOR BIDS

Teton County, Idaho 2015

Weed Control

The County of Teton in the State of Idaho ("County") is soliciting responses to this request for bids (RFB) for roadside and county property weed control. Proposals will be accepted at the Teton County Extension Office until 10:00 AM, local time, April 7, 2015. The Sealed Bids will be opened publicly at 10:00 am, April 7, 2015 at the Teton County Extension Office.

The Bid Requirements will be available March 23, 2015, at the Teton County Extension Office at 235 South 5th East, Driggs, Idaho, 208-354-2961. Electronic copies of the Bid Requirements will be posted on the County Website: www.tetoncountyidaho.gov

The Contractor shall comply with all fair labor practices and must meet the requirements of State statutes.

In determining the lowest responsive bid, the County will consider all acceptable bids on a basis consistent with the bid package. The County will also consider whether the bidder is a responsible bidder.

Before a contract will be awarded for work contemplated herein, the County will conduct such investigation as is necessary to determine the performance record and ability of the apparent low bidder to perform the size and type of work specified under this Contract. Upon request, the Bidder shall submit such information as deemed necessary by the County to evaluate the Bidder's qualifications.

No bid may be withdrawn after the scheduled time for the public opening of the bids specified above.

The County reserves the right to reject any or all bids received, to waive informalities, to postpone the award of the contract for a period of not to exceed thirty (30) days, and to accept the lowest responsive and responsible bid which is in the best interest of Teton County.



Mountain Lawn and Tree, LLC

PO Box 149

Driggs, Idaho 83422

Phone (208) 351-6036

April 6, 15

Roadside and custom spraying bid for Teton County, Idaho.

This bid is for one application of chemical provided by Teton County on the designated roadways. Spraying the landfill, fairgrounds, and county owned gravel pits to be done on an hourly basis with chemical provided by Teton County.

<i>Custom Spraying per hour</i>	<i>\$45.00</i>
<i>Roadside Spraying per Mile</i>	<i>\$27.00</i>

Mountain Lawn and Tree, LLC

Owen Moulton





TETON COUNTY JUVENILE PROBATION

230 N MAIN #108 • DRIGGS ID 83422 • P208-354-3862 • F208-354-2994

Renee Leidorf
Chief Juvenile Probation Officer

Commissioner Report

ON March 31, 2015

Total Probation Case Load = 13

Total number of Juveniles on formal PROBATION – 8

Male – 5

Female - 3

Total number of Juveniles on DIVERSION – 2

Male – 2

Female -0

Interstate Compact – 1

Juveniles supervised in Teton County through ICJ – 0

Juveniles supervised in other states through ICJ -1

Courtesy Supervision – 0

Juveniles supervised in Teton County -0

Juveniles supervised in other counties – 0

Juveniles in Department of Juvenile Corrections – 2

Pretrial Release Supervisions = 0

**The following information has been compiled for the past THREE months
(January 1 – March 31, 2015)**

Number of drug tests done – 31

Positive – 12

Negative – 19

How many times each drug came up positive

NICOTINE – 7

THC (Marijuana)-0

ALCOHOL-1

AMPHETIMINES-1

CREATININE- 1

OPIATES: 2

Probation violations filed – 2

Juveniles whose probation was revoked due to noncompliance – 0

Juveniles whose probation was extended– 0

Detention Days: 29 Days

Days Juveniles spent in 5-C – 2 days

Days Juveniles over 18 years of age spent in Madison County Jail – 27

Juveniles released from probation/diversion – Probation-1 / Diversion-3

Cases transferred to Adult Misdemeanor Probation – 0

Total Money Collected: \$658.00

Cost of supervision fees – \$300.00

Drug testing fees - \$218.00

Other fees-\$ 140.00 (Electronic Monitoring)

Offenses committed by Juveniles currently on probation

Alcohol minor consumption – 2

Disturbing the peace – 2

Driving Under the Influence - 2

Grand Theft- 1

Petty Theft- 2

Possession of controlled substance- 1

Property-malicious injury to property – 2

Runaway-1

Other News:

Using IDJC Millennium Fund grant monies, juvenile probation purchased 30 copies of the “Forward Thinking” series of interactive journals. These journals include workbooks such as “What Got Me Here?” “Responsible Behavior”, “Relationships and Communications” and “Individual Change Plans”. These workbooks teach cognitive-behavioral skills which assist youth involved in the criminal justice system in making positive changes to their thoughts, feelings and behaviors. Applying the information presented in the Interactive Journals to their own lives helps participants achieve their goals of responsible living.



WK: 208-354-0245
djohnson@co.teton.id.us

**Public Works Department
MEMORANDUM**

150 Courthouse Drive
Driggs, ID 83422

April 23, 2015

TO: Board of County Commissioners
FROM: Teton County Public Works Director – Darryl Johnson, PE, PLS
SUBJECT: Public Works Update

The following items are for your review and discussion at the April 27, 2015 meeting.

SOLID WASTE

Non-Profit Solid Waste Fees: Attached is a table of Non-Profit organizations that have submitted applications for solid waste user fee adjustment. The Solid Waste Supervisor and Public Works Director discussed and completed the Staff Recommended Rates based entirely on estimated building square footage determined from the County's GIS web site. We feel adjustments based on criteria outside of what is defined as County Policy should be at the discretion of the BoCC. An alternative would be to provide Public Works and Solid Waste additional criteria for evaluation. Other current policy criteria required for reduced rates are:

- No more than two public gatherings over 50 people a year at the facility
- If they use Voorhees for trash collection, they should not have more than one standard size (90 gallon) trash container used for collecting waste

Neither of these criteria were investigated as part of this exercise.

Solid Waste Weigh Master Recommended Assignment to Grade 4: The attached revised job description for a Solid Waste Weigh Master was submitted to BDPA, Inc for pay grade evaluation. Attached is their job value recommendation. The recommendation is to change the position pay grade from 3 to 4. The hiring rate for Pay Grade 4 is \$14.36/hour. Currently our Transfer Station Weigh Master is a Grade 3 and their pay rate is \$13.50. We support the BDPA recommendation and would like to make a mid-year rate adjustment to the recommended \$14.36/hour. Funding for the remainder of FY 2015 will come out of Fund 23, Solid Waste: Line Item 0526 – Contingency Account.

***ACTION ITEM:** Motion to approve a mid-year Pay Grade and hourly pay rate increase for the Solid Waste Weigh Master to Pay Grade 4 and hourly pay rate of \$14.36 based on BDPA recommendation. FY 2015 funding to come out of Fund 23, Solid Waste; Line item 0526 – Contingency Account.*

Loader Lease vs Maintenance Additional Information: Additional information for the proposed loader lease and information about the existing loader are attached.

- Solid Waste was given an estimate in 6/2014 for an extended warranty on the current 2009 loader owned by the County. Cost for a three (3) year extended warranty at that time was \$25,916 or \$8,640/year.
- In 5/2014, Arnold offered a 5 year lease/purchase plan for \$20,000 per year
- Trade in value at 8K hours is estimated to be \$18,206
- Arnold Machinery Company is offering a five (5) year lease for \$5,000 per six months or \$10,000 per year.
- The \$69,000 trade in value of the current County loader would be applied to the 5 year lease with additional \$19,000 paid to the County by Arnold

We feel these lease terms would provide a cost savings to the County and address warranty concerns. This is additional information that has been requested by the BoCC for consideration. Lease terms are guaranteed through September of 2015.

Landfill Cap Update:

- Comments from IDEQ were minimal. Bid documents are being revised and Request for Bids (RFB) will be publicly advertised beginning 4/30/2015. Bids will be opened on Friday, 5/15/2015
- General Fill requests were sent out to providers identified. Attached are the tabulated results. Action Excavation is the apparent low bid. We are currently discussing alternate options and contractor availability. Once the alternate has been selected, a motion will be brought in front of the BoCC for consideration.
- Material haul from the Felt Pit is scheduled to begin on May 4

Waste Collection Procurement Committee: Efforts continue in preparing a recommended Request for Proposal (RFP), Scope of Work and Contract.

Community Cleanup Waste Delivery Dates: Attached is an email correspondence from Saul Varela showing dates cities will be delivering waste as a part of the Community Cleanup efforts taking place in May.

ROAD & BRIDGE

Road & Bridge Crews:

- Crews are continuing with spring grading efforts and have begun some culvert replacement work
- Oil for the chip seal patching efforts have begun

Asphalt Contract: Road & Bridge typically has piggybacked off of other County contracts for this service. We will be piggybacking off of the Fremont County Contract for 2015. This contract is part of our 2015 chip seal efforts. The contract is for oil material and includes cost for placing. Attached is a table showing our proposed 2015 chip seal projects totaling 11.2 miles.

Contract is with Idaho Asphalt Supply, Inc in the amount of \$194,032. This contract will be paid out of Fund 33, Road Levy: Line Item 0521 - Chip Seal.

***ACTION ITEM:** Motion to approve the Asphalt Contract for chip seal projects to Idaho Asphalt Supply, Inc for a cost not to exceed \$194,100.*

Magnesium Chloride Contract: An RFB was publicly advertised for dust control. One bid was received. Mountain Valley Construction provided an in place, per gallon unit price of \$0.65/gallon. Estimated quantity for our 2015 projects is 105,600 gallons. Estimated cost for 2015 dust control project is \$68,640. This contract will be paid out of Fund 33, Road Levy: Line item 0520 – Gravel Stabilization.

***ACTION ITEM:** Motion to approve the Dust Control Contract for 2015 projects to Mountain Valley Construction for a cost not to exceed \$68,700.*

Grader Lease/Purchase: Road & Bridge 1993 CAT grader (currently has 9729 hours) is scheduled for replacement beginning in 2015 with trade in value going towards year 1 payment. Western States Equipment has approached R&B with the lease option attached. Basic agreement terms are as follows:

Trade in value for 1993 CAT grader	\$74,000
Pull Behind Walk & Roll	(\$24,950)
Year 1 Payment	(\$49,050)
Year 2-5 Payment	(\$24,071.68)
Year 6 Balloon Payment (optional)	(\$200,000)
(Typically financed additional 5-6 years)	

Teton County would piggyback off of the East Side Highway District contract for lease/purchase of this grader. Terms of the sales agreement are attached. This price quote is good through the month of May.

ENGINEERING

E5000S Road Reconstruction: Continuing with plans and specifications. Hope to advertise for bids in May

W6000S Road Reconstruction: An Inter-Agency meeting was held to discuss wetland impacts. The Army Corps of Engineers requires wetland mitigation if more than 0.10 acres of wetlands is impacted. Mitigation efforts were discussed. Alder Environmental will be submitting a wetland evaluation and recommended mitigation measures to the Corps for review and acceptance. A mitigation plan must be approved by the Corps in order for them to issue a permit.

This project does not qualify under the nationwide permit and will require an individual permit from the Corps' office. As such, a public notice will be required. Alder Environmental will be working with Teton County and the Corps to submit all required information for future public notice and mitigation plan approval.

LTHAC Grant Application Rankings: Attached are the final rankings for the three LHTAC funding applications.

Based on our rankings, Teton County will receive funding through the Local Highway Safety Improvement Program for the shoulder widening of W8000S (Cedron Road), design will be funded in 2017 and construction funded in 2018.

Based on our rankings for the 2015 Bridge application, it is unlikely that funding will be available for the Twin Creek Bridge replacement project.

Based on our rankings for the STP Rural application, it is unlikely that funding will be available for the N500W (ValView Road) project.

Scores cards have been requested through LTHAC so that we can see where the applications were scored low and improve on next year's applications.

Tin Cup Letter of Support: Attached is a letter from the Community Foundation outlining this year's Tin Cup route and requesting support from the County. This year's event will begin at the Driggs City Center with an out and back route on Bates Road. The Community Foundation is asking for a letter of support for closing one lane of Bates Road for approximately 2 hours on the morning of Saturday, July 18, 2015. They are working with the Sheriff's department to provide traffic control. They are also requesting use of the County's parking lot and traffic control devices (cones and signs) from Road & Bridge.

It is my recommendation that we support the Community Foundation through all of their requested efforts. A suggested letter of support was prepared and is attached.

<i>ACTION ITEM: Motion to approve providing the Community Foundation with a letter of support for the 2015 Tin Cup Challenge.</i>
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PROPERTY OWNER	# of Parcel	2014 Charged SW Fee	2014 Adopted Fee	Documentation Sent 03-13-2015	Applicant Request	Staff Recommends	BoCC Decision SW
				Deadline April 17, 2015			
American Legion RPA0014025002BA	1	\$105.00	\$157.50	Public Building	\$157.50	\$550.00	
U - Idaho RP06N45E102400A	2	\$500.00	\$550.00	Waiting for Response		\$550.00	
U - Idaho RP06N45E034800A		\$0.00	\$0.00	Scattered Buildings (Ag?)		\$238.00	
Ivory Chapel RPA5N45E234600	1	\$157.50	\$157.50	Public Building	\$157.50	\$255.00	
IPDA RPA5N45E234801A	1	\$157.50	\$157.50	Ford Garage	\$157.50	\$550.00	
CAP RPA00100000030A	1	\$500.00	\$550.00	House on 5th Street/Head Start	\$289.68	\$289.68	
mily Safety Network	2						
RPA0014016005BA		\$500.00	\$550.00	FSN Office on 1st St.	low	\$374.00	
RPA0014022006NA		\$157.50	\$157.50	House on Little	low	\$157.00	
S Church	7			Waiting for Response			
RPA0014014001A		\$550.00	\$550.00	Driggs Church - Ashley St.		\$550.00	
RPA0014017001A		\$550.00	\$550.00	City Park		NA	
RPA02010000010A		\$500.00	\$550.00	Driggs Church - Ross ST.		\$550.00	
RPA02010000020A				Driggs Parking Lot - Ross ST.		NA	
RPB0086007001A,		\$550.00	\$550.00	Victor Church - Center St.		\$550.00	
RPC0083025004D				8 Bare lots in Teton		NA	
RPC0083026001A		\$550.00	\$550.00	Tetonia Church - Main ST.		\$550.00	



TETON COUNTY, IDAHO
ENGINEERING
150 Courthouse Drive
Driggs, ID 83422

Project: Landfill Cap General Fill Material
Subject: Bid Comparison
By: D Johnson
Date: 4/20/2015

COMPANY	ESTIMATE		
	Base Bid	Alt Bid I	Alt Bid II
Action Excavatin LLC	\$ 12,250	\$ 33,500	\$ 82,750
HK Excavation	\$ 18,750	N/A	N/A
Walters Ready Mix	\$ 22,500	\$ 33,750	\$ 97,500

Darryl Johnson

From: Saul Varela
Sent: Tuesday, April 21, 2015 1:29 PM
To: Darryl Johnson
Cc: Solid Waste
Subject: Delivery of City Community Cleanup Waste to Transfer Station under Tipping Fee Waiver

I have received response from the Cities notifying me of the specific days they each plan on delivering the collected waste to the transfer station. Below is the schedules:

1. City of Driggs delivering waste on May 9th
2. City of Teton delivering waste on May 16th
3. City of Victor will have Voorhees roll-offs delivering waste on May 19th. RAD will be delivering recyclables on (TBD)

Thank you.

Saul Varela, Supervisor
Teton County Solid Waste & Recycling
Mailing: 150 Courthouse Drive
Physical: 1088 Cemetery Road
Driggs, Id 83422
Office: (208)354-3442
Cell: (208)534-8710



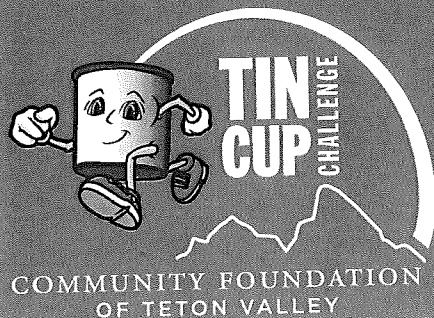
2015 PAVEMENT PROJECTS

CHIP SEALING: We have budget for approximately 10 miles of chip sealing

RANKING*	ROAD	Start	Stop	Mileage
1	State Line	E250N	E2000S	2.25
3	Quaking Aspen Drive			0.40 **
3	Fairgrounds			0.25
3	S1000E	E750S	E2000S	1.25 **
4	Horseshoe Canyon			2.00
-	E5000S (Fox Creek)	HWY 33	2000E	5.00 **
				11.15 Total Mileage

*Rankings are based on road designation, surface condition, & traffic counts

**ROAD REBUILD/IMPROVEMENT PROJECTS



PO Box 1523
175 North Main Street
Driggs, Idaho 83422
208.354.0230
www.cftetonvalley.org
www.tincupchallenge.org

April 17, 2015

Mr. Darryl Johnson
Teton County Road & Bridge
70 North W. Buxton
Driggs, ID 83422

Dear Mr. Johnson:

**BOARD OF
DIRECTORS**
TIM WATTERS
CHAIR

JOHN FINLEY
VICE CHAIR

JEROD PFEFFER
SECRETARY

SUSAN TRAYLOR
LYKES
TREASURER

JEANNE ANDERSON

MISSY COLYER

TINA CULMAN

JENN DAWES

HERB HEIMERL

DAINA MIDDLETON

KAREN K. SCHEID

NANCY S. SIVERD

STAFF
CARRIE MOWREY
EXECUTIVE DIRECTOR

DAWN BANKS
COMMUNICATIONS &
EVENTS DIRECTOR

The Community Foundation of Teton Valley has served as the host for the Annual Tin Cup Challenge for the last 7 years. As both a 9-week giving period and a one day celebration of the community's spirit of generosity, the Tin Cup Challenge has raised over \$7 million in just 7 years for Teton Valley nonprofits. As we prepare for the 8th Annual Tin Cup Challenge celebration on Saturday, July 18, 2015, I wanted to reach out to Teton County and the Teton County Road and Bridge Department to ask for your formal support of this annual event.

As part of the 8th Annual Tin Cup Challenge, the Community Foundation of Teton Valley has decided to move the event to the plaza at Driggs City Center with the support of the City of Driggs. It is our hope that this change in venue will create more visibility and awareness for the fundraising event and the nonprofits that participate. As a result of this change in event venue, we would also like to propose a new route for the 5K fun run/walk as well as the 5K and 10K competitive races that are part of the celebration from Main Street (Hwy 33) in Driggs onto Bates Road.

Enclosed with this letter are Google Earth Images to indicate the proposed race route along with a brief description of the race course and our intentions for ensuring participant safety. The Community Foundation of Teton Valley is seeking formal support from Teton County and Teton County Road & Bridge in the following ways:

- Approved closure of the eastbound lane of Bates Road for the duration of the road race with appropriate traffic control measures.
- Approved use of available parking at the Teton County Courthouse for event participants on Saturday, July 18, 2015.
- Approved use of necessary road closure signs and barricades as determined and needed.
- Appropriate notice of road closure information on the official Teton County Idaho website
- A formal letter of support that may be provided to the Idaho Department of Transportation as we seek the necessary permit for the use of Highway 33.

Thank you for your consideration. Please feel free to contact me should you have any further questions or requests.

Sincerely,

Dawn Banks
Communications and Events Director



8th Annual Tin Cup Challenge Proposed Race Route

Main Street will be closed to all traffic from Short Street to W. Bates Rd./E. Little Ave. beginning at approximately 8:00am. A detour from E. Short Street on the south and E. Little Ave. on the north will provide vehicular access. The eastbound lane of W. Bates Rd. will remain open for the duration of the event for use by both east and westbound traffic. The Teton County Sheriff's Department will provide traffic control support for both the Main Street detour as well as traffic flow on the eastbound lane of W. Bates Road. Teton County Search and Rescue and volunteer route flaggers will provide additional support along the length of the race course to ensure participant safety.

Walkers and Runners would line up on Main Street (Hwy 33) in front of Driggs City Center at 9am. Start times for the fun run/walk, 5K and 10K races would likely be staggered by a few minutes to allow competitive racers time on the course prior to the start of fun runners/walkers. Participants would head north on Main Street until turning west onto Bates Road at the stoplight. Once on Bates, participants would be limited to the westbound lane of Bates Road which will be closed to all vehicular traffic.

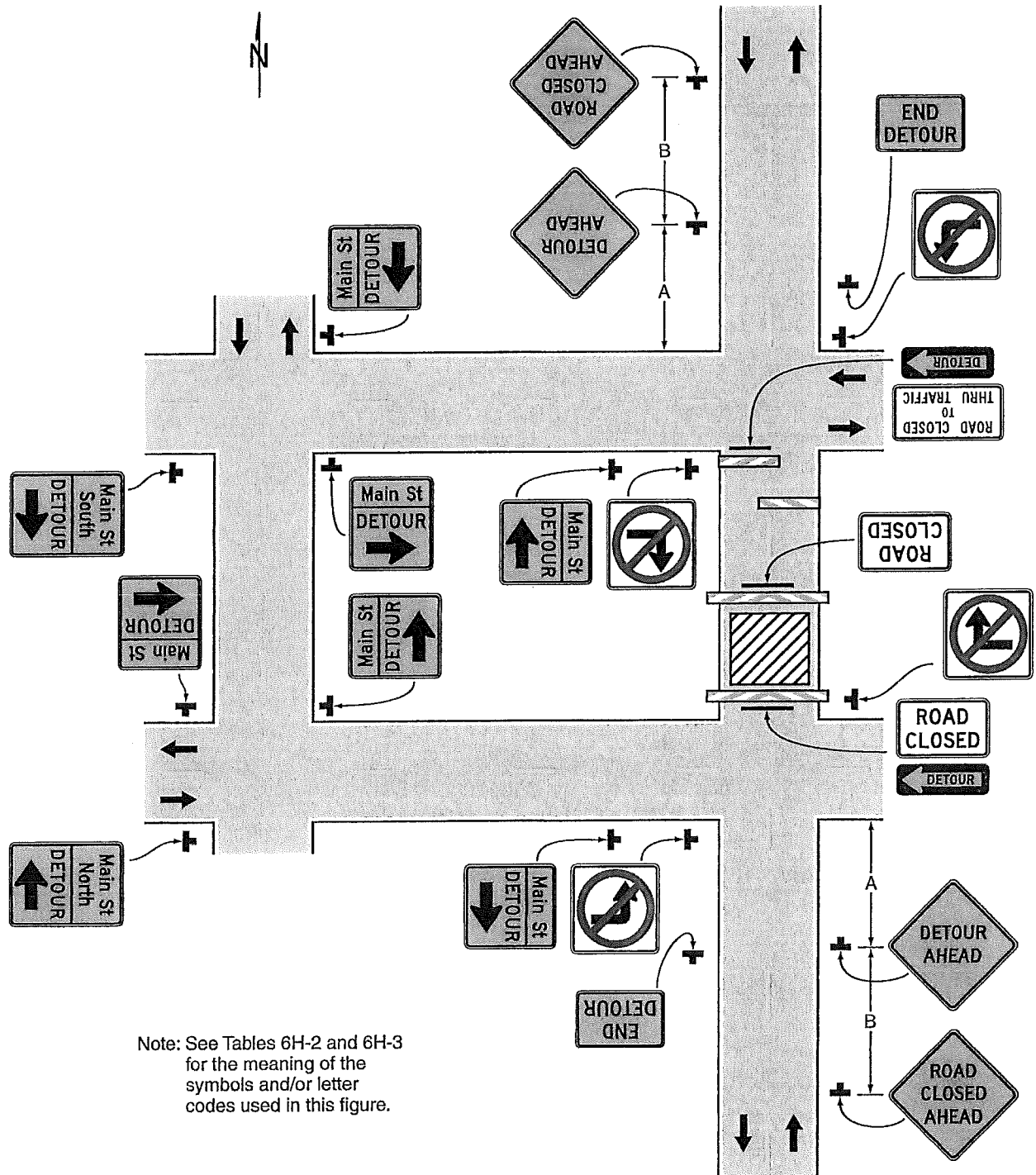
5K competitive racers and 5K fun run/walk participants would turn around at a designated point on Bates Road that would be marked with an Aid Station located approximately at the edge of the Huntsman Springs property. 10K participants would travel up Bates to a turnaround point designated with an Aid Station approximately 0.5 miles from the Bates Bridge access. Once to the designated turnaround points, all participants would travel back down Bates heading east in the westbound lane of traffic until turning south at the stoplight and finishing on Main Street in front of Driggs City Center where they started.

Road closure information will be provided on the websites of the Community Foundation of Teton Valley, Teton County Idaho, Teton County Sheriff's Department and the City of Driggs. In addition, the Community Foundation of Teton Valley will work closely with Friends of the Teton River, guide outfits and Idaho Fish & Game to ensure that the necessary information regarding the delay in traffic on Bates is communicated to those who are potentially attempting to access the river during the time of the race. Finally, the Community Foundation of Teton Valley is currently working with the Idaho Transportation Department to ensure proper procedure and permitting for the closure of Main Street (Hwy 33).

The majority of runners/walkers will be finished with the race by approximately 10am though we are requesting that all road closures remain in effect until at least 10:30am to ensure that all participants have time to complete the race safely.

Traffic Plan for Main St. Closure

Figure 6H-20. Detour for a Closed Street (TA-20)



Typical Application 20



Board of County Commissioners

April 27, 2015

Community Foundation of Teton Valley
PO Box 1523
175 North Main Street
Driggs, ID 83422

RE: Tin Cup Challenge

Dear Ms. Banks:

On behalf of the Board of County Commissioners, the Sheriff's Office and the Department of Public Works, Teton County is pleased to support the efforts of the Community Foundation events of Saturday, July 18 surrounding the Tin Cup Challenge and the fun run/walk and races.

The County is prepared to provide the necessary support to insure a safe and successful event on our County roadways, including a small section of Highway 33. Specifically, we support the following:

- The closure of the eastbound lane of Bates Road (intersection of Hwy.33 heading west for approximately 3.9 miles) for the duration of the road race with appropriate traffic control measures.
- The use of the Teton County Courthouse south parking lot for race participant parking.
- The use of necessary and appropriate road closure signs and barricades where needed.
- Notice on the Teton County Website of the road closure and event parking information.

As you make decisions regarding signage, public notices and traffic control for the Tin Cup, please communicate with Sheriff Tony Liford and Director of Public Works Darryl Johnson to insure the safety of our valley residents, the tourist and participants enjoying all the Tin Cup activities.

Sincerely
The Board of County Commissioners

Bill Leake, Chair



FROM: Planning Staff, Jason Boal
TO: Board of County Commissioners
RE: Planning & Building Department Update
MEETING: April 27, 2015

Long-Range Projects:

- Land Use Code Revisions
 - Working with Driggs and Victor on a website for public outreach.
 - Open House at City of Driggs building 4/28

Application for a Minor Plat Amendment- Canyon View Estates: (See attached memo)



A REQUEST FOR AN INSIGNIFICANT PLAT AMENMENT BY:

Carrie F. Rush

WHERE: Canyon View Estates

April 27, 2015

Definition: §9-7-1 (B-2a) Insignificant Changes / Vacations. – The proposed changes to the recorded land records have minimal direct impact on the immediate neighborhood, general vicinity of the subdivision or overall community. These include:

- iv. minor changes to the layout of roads, utilities or other facilities;
- v. other changes of similar magnitude and minimal direct impact.

§9-7-1 (B-4a) Insignificant Changes. Upon determining the application complete, and that the proposal is an insignificant change or vacation, the Planning Administrator shall recommend to the Board of County Commissioners approval, approval with conditions, or denial the application pursuant to the criteria and standards in the county regulations. The Board may review insignificant changes at a regularly scheduled public meeting.

Criteria for Approval §9-7-1 (B-3b):

a. Insignificant Changes.

- i. Any proposed changes to an easement, public right-of way, or Planned Unit Development, shall comply with all applicable criteria and standards of the county regulations, conditions of approval established in the previous approval, and the development agreement approved as part of the previous approval.

Staff Comments:

The reduction in size of the easement meets all county standards. At the time this subdivision was approved (1981) there may have been some desire to locate an additional road through the west portion of this property, I am not sure. Forty (40) feet is not sufficient for a new county road, so the county would need to obtain an additional easement from the property to the west, if a county road was desired in this location. Since this subdivision was approved Pole Canyon Ranches to the south was approved without any easement or right-of-way that would connect to this easement, making this easement of little use. There is still a possible need for a utility easement, which is why it is being reduced down to ten (10) feet.

- ii. Insignificant changes to a recorded plat or master plan shall not reduce the area of designated open space or increase the number of lots or the overall amount of area of development.

Staff Comments:

The proposed easement change will not create additional lots, or reduce the open space.

- iii. Insignificant changes to a recorded plat, master plan, easement, or right –of-way shall not increase or create new and potentially substantial direct or indirect

Staff Comments:

The impact will only be for the lot which is applying for the change. In essence they will now be able to build to the setback, where they have been restricted previously due to the easement.

Teton County Planning Administrator has determined that the application is complete and recommends approval to the Teton County Board of County Commissioners

Action/Decision: The Board of County Commissioners, shall act on the information presented whether to:

- 1) continue the application
- 2) to approve the application,
- 3) to approve with conditions,
- 4) or to deny the application.

Specific reasons for the decision shall be stated in writing for the record.

Findings of Fact:

- Carrie Rush -submitted an application to amend the Plat for Canyon View Estates Subdivision Final Plat (88174- Previously amended plat).
- The application is to reduce the 40' road and utility easement to a 10' utility easement.
- Insignificant plat amendments are used for minor changes to easements.

Teton County Planning Administrator has determined that the application is complete and recommends approval by the Teton County Board of County Commissioners pursuant to Teton County regulations.

Jason Boal
Planning Administrator



RECEIVED

Canyon View Estates ^{By: K. Rader} 4-8-2015

NAME OF SUBDIVISION/PLANNED UNIT DEVELOPMENT

SUBDIVISION/PLANNED UNIT DEVELOPMENT AMENDMENT APPLICATION

Upon receipt of the required materials the planning staff shall stamp the application received and prepare a staff report. It is recommended that the Applicant review Title 9 of the Teton County Code prior to submittal. This Title along with application materials are located on the County website at www.tetoncountyidaho.gov. The planning staff is also available to discuss applications and answer questions prior to receiving an application.

To expedite the review of your application, please be sure to address each of the following items.

SECTION I: PERSONAL AND PROPERTY RELATED DATA

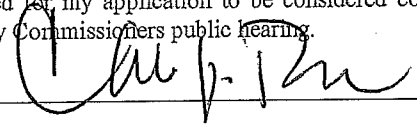
Owner:	<u>Carrie F. Rush</u>		
Applicant:	<u>Carrie F. Rush</u>	E-mail:	<u>Crush@silverstar.com</u>
Phone:	<u>530 283 9648</u>	Mailing Address:	<u>1970 Cedar Lane</u>
City:	<u>Quincy</u>	State:	<u>CA</u>
		Zip Code:	<u>95971</u>
Engineering Firm:	<u>A-W Engineering</u>	Contact Person:	<u>Arnold</u>
		Phone:	<u>(209) 781-2952</u>
Address:	<u>P.O. Box 139</u>	E-mail:	<u>aweng@ida.net</u>
	<u>855 S Main St. Victor, ID 832455</u>		

Location and Zoning District:			
Address:	<u>1233 W 9000 S</u>	Parcel Number:	<u>R0000090010070</u>
Section:	<u>15</u>	Township:	<u>3N</u>
		Range:	<u>45EWN</u>
Total Acreage:	<u>4.31 acres</u>		
Proposed Units/ Lots:	<u>1</u>	Current Units/Lots:	<u>1</u>
Code Approved Under:	_____		

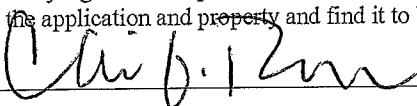
- | | |
|--|--|
| <input type="checkbox"/> FEES (pursuant to current fee schedule) | <input type="checkbox"/> Affidavit of Legal Interest |
| <input checked="" type="checkbox"/> Insignificant | <input type="checkbox"/> Engineer/Surveyor review cost |
| <input type="checkbox"/> Substantial Increase Scale/Impacts | <input type="checkbox"/> Taxes Current |
| <input type="checkbox"/> Substantial Decrease Scale/Impacts | |

Fees are non-refundable.

I, the undersigned, have reviewed the attached information and found it to be correct. I also understand that the items listed below are required for my application to be considered complete and for it to be scheduled on the agenda for the Board of County Commissioners public hearing.

• Applicant Signature:  Date: 4.1.15

I, the undersigned, am the owner of the referenced property and do hereby give my permission to A-NEW ENGINEERING to be my agent and represent me in the matters of this application. I have read the attached information regarding the application and property and find it to be correct.

• Owner Signature:  Date: 4.1.15

SECTION II: ADMINISTRATOR DETERMINATION

The Planning Administrator has reviewed the amended plat and/or recorded documents and proposals in accordance with Teton County Subdivision Ordinances Title 9, Chapter 7. The Planning Administrator has determined the changes are:

() Insignificant: The application will be reviewed administratively and approved, approved with conditions or denied. The plat or recorded documents for a subdivision or Planned Unit Development, including the proposed changes, shall comply with all applicable criteria and standards of the county regulations, conditions of approval established in the previous approval, and the development agreement approved as part of the previous approval.

() Substantial Changes – Increase Scale, Impact: The application will be reviewed under any applicable current ordinances and a staff report prepared and sent to the Planning and Zoning Commission for preliminary review and noticed as a public hearing at their next available regularly scheduled meeting. Substantial changes will require amended CCR's and Development Agreement and may or may not require additional studies or application materials. After a hearing before the Planning and Zoning Commission, the Commission shall recommend to the Board of County Commissioners approval, approval with conditions or denial of the amended plat and/or recorded documents. A public hearing before the Board of County Commissioner for the final review will then be scheduled and the Board will approve, approve with conditions, or deny the amended plat and/or recorded documents.

() Substantial Changes – Decrease Scale, Impact: The application will be reviewed under the code of original approval and a staff report prepared and sent to the Planning and Zoning Commission for concept review and noticed as a public hearing at their next available regularly scheduled meeting. Substantial changes will require amended CCR's and Development Agreement. No additional studies or application fees will be required. After a hearing before the Planning and Zoning Commission, the Commission shall recommend to the Board of County Commissioners approval, approval with conditions or denial of the amended plat and/or recorded documents. A public hearing before the Board of County Commissioner for the final review will then be scheduled and the Board will approve, approve with conditions, or deny the amended plat and/or recorded documents.

SECTION III: ITEMS REQUIRED ON THE AMENDED PLAT OR IN AMENDED RECORDED DOCUMENTS

1. Narrative explaining the changes that are being proposed.
2. Plat, if applicable, is labeled correctly as "Amended Final Plat".
Recorded documents, if applicable, are labeled as "Amended"
3. Itemize briefly the amendments on the original plat and/or recorded documents and the amended plat and/or recorded documents.
4. The following items may also be required, as applicable:
 - Letter of Credit or Bond for financial guarantee of public improvements
 - Engineers cost of public improvements
 - Three (3) Sets of "Final Stamped" construction drawings for public improvements
 - Final approval letter from Eastern Idaho Public Health
 - Final approval letter from Teton County Fire District

ACCOMPANYING NARRATIVE

APPLICATION: **Amended Subdivision Plat – insignificant change**

APPLICANTS: **Carrie Rush**

1970 Cedar Lane, Quincy, CA 95971

The purpose of the proposed amended Canyon View Estates Subdivision plat is to reduce the platted 40 foot wide road easement along the West boundary line of Lot 7 of said subdivision, to a 10 foot wide underground utility easement and the platted 20 foot wide utility easement along the south boundary line of the same lot to 10 feet.

Both the reduction in width of both easements as well as the designation of the easement on the West boundary line, will significantly minimized the impact on Lot 7.

In the 34 year time span since the platting of the 40 foot road easement, nothing has occurred to indicate the need for the easement. The property to the south is still undeveloped, hay land.

Animal Control/Dog Catcher

Ralph Mossman
4-27-2015

There are two parts to this issue/discussion. The first is a discussion of funding, the second is an interim proposal for an officer that could get this off the ground a bit sooner if the funding is lacking.

Funding and background

On June 23, 2014, the Mayors of Victor and Driggs, as well as members of the Animal Control Committee and the Sheriff met with the BoCC to discuss funding an animal control officer. Please note the attached minutes from that meeting. Though an agreement was made at the time, it seems as if the funds may not have been actually budgeted for, so we now find ourselves possibly one year behind the plan agreed to at that meeting.

To paraphrase our understanding of the agreement from that meeting: since funding was not available to completely fund both the position and the vehicle and equipment necessary, funds were to be set aside by both cities and the county in the 2015 budget to accumulate, so that the vehicle could be purchased and the position funded in the following year, i.e. after two budget cycles.

The cities do have that money saved in their budgets, waiting to be matched by the county. Meanwhile dog licensing has started, with minor resistance resulting from perceived inaction by the county in providing animal control.

Proposal for Animal Control Officer (ACO)

Duties: To respond to our current problem of dogs roaming at large and creating disturbances in neighborhoods.

Initially, this position should be flexible based on the needs of our community. We envision this officer being on-call 24/7 choosing to respond to calls or not, based on their availability. Compensation would be \$20 per dog pick-up vs hourly or salary. This flexibility would allow for the budget to grow slowly through revenues from licensing and fines collected before having a full-time ACO. This is in contrast to a part-time position with set hours; outside those hours there is either no animal control service, or the deputies are responsible to pick-up dogs. We believe that this format would provide support to the deputies who are currently picking up wandering dogs and responding to canine-related disturbances and allow the position of ACO to grow with the demands of our community and increased budget through licenses.

Since the TCSO has bigger fish to fry than picking up every wandering dog, it would be great to have someone who has good dog-handling skills to quickly get a dog and bring it to its home or impound it for the owner to pick up. This would also increase the enforcement of the County dog license plan that has started. Eventually, with increased enforcement and owner compliance with licensing, we will be able to afford an ACO with more competitive compensation.

This proposal is for an initial time period (maybe 6 months and then re-evaluate?) to provide assistance to people rather than just sending them to dispatch, which might or might not have a deputy available to help them. If the basic cost of transport (using private vehicle to get this off the ground if it is legal) and insurance are covered, we could get this off the ground.

The dog-at-large issue is a solvable problem whose time has come, and enforcement for the new licensing program will insure its success in sending the message that responsible dog ownership is the new norm.

more gravel this summer. He proposed using the Remaining Cash balance in the Housing Authority Fund plus the \$25,000 saved by delaying purchase of the R&B Supervisor truck. The Board would like to purchase a gravel pit in the Victor area and decided to include \$50,000 in the budget for that purpose. Regarding work on 7000S, Commissioner Kunz said he was not in favor of grinding up the asphalt to eliminate the overly-high crown. Mr. Mazalewski said a “gravel wedge” on the edge of the road could eliminate the problem in a less costly manner, while also eliminating the overly steep shoulders. Mr. Mazalewski said many county roads have steep shoulders, which create a rollover hazard. Steep road shoulders are re-shaped when gravel roads are re-built. Since the cities receive about \$250,000 of the \$1 million road levy, the Board asked if the county’s Road Levy budget could show a \$750,000 total, rather than \$1 million. Clerk Hansen has discussed this possibility with the Treasurer and learned it is possible to adjust the tax turnover system accordingly. When a new bridge is built, Mr. Mazalewski said the county must pay engineering costs related to surveys, floodplains, scour protection and hydraulics; the bridge vendors pay engineering costs necessary to design the bridge to the county-specified load factors. The gravel overlay account 33-00-811 pays for contracted hauling, rolling and watering; county operators spread the gravel. Commissioner Kunz said the county must look at efficiencies and said the 4000S gravel overlay project should have been suspended when the gravel available in Driggs was used up, rather than being completed with gravel hauled from Felt.

PUBLIC WORKS DIRECTOR. Mr. Mazalewski said no engineering intern was hired this year due to timing problems. He has reduced his FY 2015 intern request to better align with the availability of potential interns. Mr. Mazalewski said all of his travel during FY 2015 will be paid out of his public works budget, rather than using Fund 2 for road-related meetings and Fund 23 for solid waste.

SHERIFF. Chief Deputy Kelly Wells clarified that just \$4,000 in training was needed related to the cell phone forensics grant. He requested that the Sheriff’s capital request be increased by \$10,375 in order to purchase a new Intoxilyzer to replace the 13-year-old breathalyzer that is becoming unreliable. The Sheriff’s cell phone request was discussed and Mr. Wells said it was not critical for the patrol deputies to have data plans with their cell phones. He distributed an updated organization chart for the Sheriff’s office, including the re-instated Dispatch Supervisor position (Attachment #8). Mr. Wells notified the Board that the Sheriff’s staff was going to take over the Sheriff’s Work Detail previously operated by Kelly Circle.

OTHER BUDGET ITEMS. Clerk Hansen reviewed the Administrative Fee Calculation worksheet, which was created in order to accurately allocate general fund administrative expenses to funds with dedicated revenues, and prepared with suggestions from the county’s outside auditor (Attachment #10). However, she said the Board is able to change any of the assumptions within the current worksheet, because many of the figures are derived from educated estimates about the number of hours involved in performing various tasks. Clerk Hansen plans to reduce the number of Road & Bridge employees from 12 to 11.5, since she has learned only three six-month truck drivers have been hired this year.

The Board discussed the Idaho Association of Counties’ Capital Crimes Defense Fund and decided the county benefits from its annual payment (Attachment #10).

The Board decided that an honor system should be used in order to capture the \$1 per page revenue specified in State statute for copies of “recorded” documents. Clerk Hansen stressed that “recorded” documents subject to this fee are only those submitted to her office for recording, which are assigned a date, time and instrument number, then indexed and preserved permanently by the county.

The Board reviewed the cell phone request summary and made various changes. Many EODH requested cell phones for staff because texting is a frequent, necessary means of communication. The Board discussed whether a new stipend category—higher than for basic cell service, but lower than for a full data plan—might help control costs while fairly compensating employees who use their phones for county business.

ANIMAL CONTROL

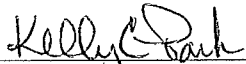
Driggs Mayor Hyrum Johnson with Council Member Ralph Mossman and Victor Mayor Zach Smith with Council Member Molly Absolon, joined Sheriff Liford, Mr. Wells and the Board to discuss the proposed new animal control officer position, which had been identified as the best alternative during the Board’s June 18

work meeting. The group reviewed information provided by Clerk Hansen regarding the estimated \$68,550 first-year cost for a new full time officer (Attachment #11). Mayor Johnson asked if it would be possible to train existing deputies to respond to animal control calls, rather than hiring an entirely new officer. Sheriff Liford said a dedicated animal control officer would provide much better service, but he is not opposed to training his deputies. Commissioner Kunz suggested that an instructor be hired to offer animal control officer training course locally in order to simplify the logistics and expense of training multiple deputies. The Sheriff's Office liked that idea and will investigate the options; they believe a \$10,000 training allowance should cover the costs.

The group agreed on a \$27,000 animal control budget for FY 2015: \$10,000 for training, \$3,000 for equipment and \$14,000 for an animal control vehicle. Since the dispatch statistics presented June 18 showed that 62% of the calls came from outside an incorporated city, the group agreed that the \$27,000 expense budget should be split 60% county, 20% Driggs and 20% Victor. Most of the county's share will be the in-kind contribution of a 2009 GMC Canyon truck to become the animal control vehicle. The first year budget will include zero revenue assumptions. However, funds received from all animal control related licensing, fines and fees will be tracked the first year in order to determine the amount available for FY 2016.

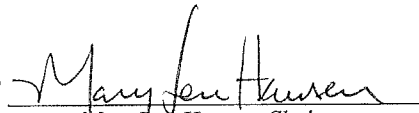
Mayor Johnson requested that Driggs receive a quarterly bill, rather than a semi-annual bill, for their Sheriff/Animal Control contract.

MOTION. At 6:21 pm Commissioner Rinaldi made a motion to adjourn, seconded by Commissioner Kunz and carried.



Kelly Park, Chairman

ATTEST


Mary Lou Hansen, Clerk

Attachments:

- #1 Public Defender Agreement
- #2 July 28 Tax Deed Sale
- #3 Forsgren letter re Preliminary Engineering Report
- #4 Updated timeline for landfill cap repair
- #5 Public Works update
- #6 Stateline Culvert bid comparison
- #7 Draft Minutes from June 23 Ambulance Service District meeting
- #8 Sheriff's Organizational Chart
- #9 Administrative Fee Calculation worksheet
- #10 IAC Capital Crimes Defense Fund
- #11 Animal Control Officer cost and information

PERSONAL PROPERTIES

Request for Payment Extension to June 20, 2015

MH 000810027BSA

MH 008100207BSA

MH 008100207BNA

MH 0340

MH JV009

MH 0387

MH HILL009

MH BLAIR09

MH JV037

MH 03N45E286301A

MH JV021

MH 000810010010A

MH G0024004001AA



208-354-8780
FAX: 208-354-8410

Teton County Clerk

150 Courthouse Drive
Driggs, Idaho 83422

April 20, 2015

TO: County Commissioners
FROM: Mary Lou
SUBJECT: Clerk's FY 2016 Budget Memo #1

1. **Salaries & Raises.** The attached red-lined memo from last year outlines the process I believe you have mind for this year. Please make any necessary changes before I share it with the EODH. May I insert a 5-6% placeholder for COLA/merit/equity raises into the first draft budget? (You need to schedule Performance Evaluations for the employees you supervise directly.)
2. **Benefits.** Are you contemplating any changes to the county's benefit offerings for FY 2016? Do you want to entertain proposals from competitors to American Insurance?
3. **Revenues and 3% increase.** Reliable revenue projections for FY 2016 will not be available until the end of July. The County's property tax for FY 2015 totaled \$3,785,311 (not including ambulance, MAD or the special road levy). The law allows a 3% increase for next year, which would provide an additional \$113,559. May I assume you intend to take this 3% increase?
4. **Fees.** Elected officials and department heads are asked to evaluate their fees each year. If any increases are needed, it's best to schedule that public hearing at the same time as the budget public hearing. You have mentioned a desire to re-visit the solid waste user fee structure; this would be a good time to start discussing ideas.
5. **Non-Profit funding requests.** Please review the attached forms and let me know of any changes needed. Which non-profits should receive these forms? In the past, the American Legion has been exempted from this process, are you okay with a simplified process for them again this year? (Some counties have adopted a resolution declaring the American Legion Hall as their Veteran's Memorial and allocated funding on that basis.) Do you want to have all non-profit meetings/discussions during a single meeting, or should I let them pick any time during one of your budget work sessions?
6. **Budget Work Sessions.** Please be sure to reserve all day Wednesday and Thursday, June 17 & 18 for these work sessions. The budget will also be discussed the afternoon of your June 8 meeting. FY 2016 budget notebooks will be available by June 8. I'll also make at least one copy for the public to peruse during your budget work sessions. (The afternoon of June 8 might be a good time for you to meet with all the non-profits.)
7. **Commissioner Budgets.** Please discuss your priorities and how they might impact the county organizational chart and the FY 2016 budget. If you want to add any employees, it would be best to include them in the first draft budget.

Board of Teton County Commissioners

MINUTES: April 13, 2015

Commissioners' Meeting Room, 150 Courthouse Drive, Driggs, Idaho

9:00 **Meeting Called to Order** – Bill Leake, Chair
Amendments to agenda if any
Teton Soil Conservation District – Lynn Bagley

1. 2014 Report
2. Request for Funds

Emergency Management – Greg Adams

1. Emergency Management
2. Mosquito Abatement OPs Plan

9:30 **Open Mic**

if no speakers, go to next agenda items

DEPARTMENT BUSINESS

Public Works – Darryl Johnson

1. Solid Waste – Saul Varela, Supervisor
 - a. Landfill Cap
 - b. Waste Collection Procurement Committee
2. Road & Bridge – Clay Smith, Supervisor
 - a. Seasonal Operator Request
3. Engineering
 - a. Chip Crushing Contract
 - b. Intern Hire

Planning & Building – Jason Boal, PA

1. Qtly Building Permit Numbers
2. Ordinance 2015-2-2-6 Approval
3. Training Request

10:00 Economic Development

1. TVBDC Quarterly Update
2. Geo Tourism Center Request for Support
3. Chamber of Commerce Update

Centennial Celebration – Chairman Leake

Executive Session per IC\$67-2345 (1)(d)
Indigent Matters & (1)(b) Personnel

12:00 Elected Officials/Department Head

1. Salary Plan Review, and Guidelines (BDPA)
2. Performance Evaluations
3. Department Updates
4. BoCC Chair
 - a. Department Website Home Pages
 - i. Current & Relevant
 - ii. FAQ's
 - b. Centennial

12:00 Elected Officials/Department Head

1. Salary Plan Review, and Guidelines (BDPA)
2. Performance Evaluations
3. Department Updates
4. BoCC Chair
 - a. Department Website Home Pages
 - i. Current & Relevant
 - ii. FAQ's
 - b. Centennial

2:00 American Insurance – Travis Argyle
Fair Board – Katie Salisbury

1. Tractor Purchase Request
2. Capital Improvements Request
3. DRAFT Recreation & Fair Board Coordinator

Clerk – Mary Lou Hansen, Clerk

1. FY 2015 Quarterly Financial
2. Resolution 2015-0413A

Treasurer – Beverly Palm

1. Warrants
2. Tax Deed Process
3. Cancellation of Taxes, Interest, Penalties & Fees – Resolution 2015-0413B
4. Credit Card Processing Contract

Administrative Business

will be dealt with as time permits

1. Approve Available Minutes
2. Other Business
 - a. Alcoholic Beverage License
 - b. Headwaters Grill
 - b. Conference Schedule
3. Committee Reports
4. Priorities Check-up
5. Claims

ADJOURN

COMMISSIONERS PRESENT: Bill Leake, Cindy Riegel, Kelly Park excused

OTHER ELECTED OFFICIALS PRESENT: Prosecutor Kathy Spitzer, Clerk Mary Lou Hansen, Treasurer Beverly Palm. In addition, the EODH meeting was attended by Sheriff Tony Liford, Coroner Tim Melcher, and Assessor Bonnie Beard.

Chairman Leake called the meeting to order at 9:00 am and led the Pledge of Allegiance. He acknowledged the recent tragic loss of four community members in a plane crash.

TETON SOIL CONSERVATION DISTRICT

Chairman Lynn Bagley distributed the Teton SCD 2014 Performance Report and April 13, 2015 Idaho SNOTEL report (Attachment #1). The Snake River Basin above Palisades has the best snowpack in the state, at 85% of average. Mr. Bagley said irrigation will start early this year and once the drawdown begins, there won't be enough snowpack to fill the reservoirs. Teton County farmers have junior water rights, which means that it will be critical to stretch storage water as long as possible. He believes it's too early to discuss the need for a drought declaration. Mr. Bagley requested a letter of commitment for FY 2016 funding.

● **MOTION.** Commissioner Park made a motion to provide a letter of intent to provide \$6,086 to the Teton SCD during FY 2016, which is a 3% increase over the current year. Motion seconded by Commissioner Riegel and carried unanimously.

EMERGENCY MANAGEMENT & MOSQUITO ABATEMENT DISTRICT

Coordinator Greg Adams reviewed his monthly update and report about the annual meeting of the American Mosquito Control Association in New Orleans (Attachment #2). The Board approved Mr. Adams' request to promote the delivery of used tires to the transfer station by waiving the transfer station tire fee during the spring clean-up events. The "source reduction" line in the MAD budget will reimburse the county for all or part of the lost fees. The Board approved trading in an existing cell phone worth \$165-205 in order to obtain an upgraded phone for the Sheriff's Chief Deputy. New officers for the Local Emergency Planning Committee include Chief Sheriff's Deputy Kelly Wells, Chairman; Chief Clerk's Deputy Jenifer Shaum, Vice-Chair; and Driggs Public Works Director Jared Gunderson, Secretary.

OPEN MIC

Hospital CEO Keith Gnagey presented the county with a \$70,001 check, which represents the annual \$70,000 payment due pursuant to the Liquid Asset Transfer Agreement, plus \$1 rent.

PUBLIC WORKS

The Board received a written update from Public Works Director Darryl Johnson (Attachment #3).

SOLID WASTE. Supervisor Saul Varela reviewed his monthly report (Attachment #4) and discussed plans for the annual spring clean-up. Saturday, May 9 will be Driggs' clean-up day with Victor's May 16. The county will offer reduced tipping fees at the transfer station May 16. Mr. Varela requested permission to extend the application period for a seasonal solid waste laborer for two weeks and to delay hiring a seasonal solid waste equipment operator until it is known whether the veteran worker will return.

● **MOTION.** Commissioner Riegel made a motion to waive tipping fees for vehicles from the Cities of Driggs, Victor and Tetonia from May 9-16, as well as on May 18 for VSL roll-offs and RAD recycling trucks delivering material collected as part of the clean-up events. Motion seconded by Commissioner Park and carried unanimously.

● **MOTION.** Commissioner Park made a motion to spend up to \$500 out of the Solid Waste contingency fund to purchase colored bags and gloves for clean-up day. Motion seconded by Commissioner Riegel and carried unanimously.

● **MOTION.** Chairman Leake made a motion to extend the advertising period for the seasonal solid waste laborer position by two weeks. Motion seconded by Commissioner Riegel and carried. Commissioner Park was opposed due to concerns about the legality of the action.

Mr. Varela's report included information about \$1,145 in repairs needed for the loader and an offer from Arnold Equipment to replace the current loader via a new lease. Mr. Varela is concerned that major repairs to the 5-year-old loader could be very expensive. The Board decided to initiate the repairs while investigating the lease option more completely. They asked Mr. Johnson and Mr. Varela to provide a cost analysis of the lease proposal vs. continuing to own the loader relative to repair cost trade-offs and purchase investment to date.

LANDFILL CAP. Mr. Johnson has identified three possible sources for the 20,000 cubic yards of material needed and is working to determine the best option. This material will be purchased by the county outside of the contract, with the material hauling included in the contract. He hopes to advertise bids for the landfill cap rehabilitation project sometime in May.

WASTE HAULER COMMITTEE & CONTRACT. Mr. Johnson said the committee has completed their task of providing information and suggestions. Bid document preparation is the next step, and does not require committee participation. Mr. Johnson will work with Prosecutor Spitzer to prepare the documents in order to complete the bid process and award a contract in June or July.

ROAD & BRIDGE. Instead of using funds budgeted to hire 4 entry-level seasonal truck drivers this year, Mr. Johnson requested approval to hire 2 truck drivers and 1 experienced equipment operator. The request is made because a former, well-trained operator is available for the season and could work on projects with minimal supervision.

● **MOTION.** Commissioner Park made a motion to hire the truck drivers and experienced equipment operator as requested. Motion seconded by Commissioner Riegel and carried unanimously.

On April 22, Mr. Johnson will meet with the US Army Corps of Engineers and others to discuss the W6000S road reconstruction project. They will visit the project area to determine the quality of wetlands being impacted, which will determine the type of mitigation that will be required.

The Board discussed BLM's request to delay making improvements to the Edgewood Estates public access until after BLM completes a Travel Plan for the area in 2018 or later. The Board doesn't want to wait three years and authorized Commissioner Park to talk with BLM officials to learn what might be mutually acceptable.

Two bids were received in response to the county's chip crushing solicitation: Owen bid \$45,895 and DePatco bid \$76,750; no response was received from Price Excavation.

● **MOTION.** Commissioner Park made a motion to award the gravel crushing contract for rock chips and 2" minus material at the Driggs Pit to Owen Construction with a cost not to exceed \$45,895. Motion seconded by Commissioner Riegel and carried unanimously.

PLANNING & BUILDING

The Board acknowledged receipt of the bi-monthly update, including quarterly statistics, provided by Planning Administrator Jason Boal. They approved his request to attend the Sustainable Communities Initiative meeting in Billings, Montana May 5-6; all expenses will be paid through the HUD Consortium grant (Attachment #5).

● **MOTION.** Commissioner Park made a motion to approve Ordinance No. 2015-2-2-6 amending Section 2-2-6 to clarify the Planning & Zoning Commission attendance policy. Motion seconded by Commissioner Riegel and carried unanimously. (Attachment #6)

ECONOMIC DEVELOPMENT

TETON VALLEY BUSINESS DEVELOPMENT CENTER. Executive Director Brian McDermott reviewed his April 3 report (Attachment #7). During the past 15 months, TVBDC has contacted 71 companies and consulted with 15 small businesses. The county's economic development plan identified rectec businesses as the top recruitment priority, with technology and aviation just below. He said representatives of three small bicycle companies will be visiting the valley soon and that the 1 gig internet available from Silver Star is a great asset.

Progress is being made on increasing the availability of light industrial/warehouse space. The former Racin' Station building is being remodeled, plans are being developed for two new buildings in Victor's business park, and the possible new owner of the Driggs Centre industrial park is developing plans.

Mr. McDermott said the TVBDC budget is tight, but okay. He reported that Jeff Sayers of the Idaho Department of Commerce recently made a verbal commitment to continue the county's \$20,000 Rural Idaho Economic Development Professional grant beyond the initial three-year time period.

Mr. McDermott said TVBDC recruits new business and helps grow existing business while the Chamber of Commerce promotes existing businesses and tourism. He said the Geotourism Center is a wonderful asset for tourists and that all three organizations complement each other without overlap.

TVBDC President Fletcher White thanked the Board for the county's financial support and said his board was grateful to have such an amazing human being as Mr. McDermott working as their Executive Director. Mr. White said business development and community educational space is a high priority for TVBDC and suggested the Board delegate authority to TVBDC to work with The Development Co. on the Ford garage remodel project. Mr. McDermott said he would like to understand what ISU and/or the Technical College have committed to because vocational and continuing education is a high priority for TVBDC.

GEOTOURISM CENTER. Executive Director Cynthia Rose said the center has welcomed over 8,000 visitors from 31 countries and every state in the nation since opening their doors August 1. In December, they received a \$19,800 grant to complete the Changing Exhibit Gallery, which will open in late May with an exhibit showcasing the 50th anniversary of the National Outdoor Leadership School. Ms. Rose said Geotourism Center aims to educate and send people out into the region to have experiences. They provide information about the entire Teton Scenic Byway area, from Ashton to Swan Valley. Although education is their main focus, they do help people with specific travel plans.

Ms. Rose said they've been "making things up as we go, because no one's ever done anything like this." Their budget is unexpectedly tight because they learned that \$25,000 they had planned to use for operating expenses was actually restricted grant money. To make up that shortfall, they are working to sell advertising space within the 24-hour lobby, applying for grants and fundraising. She asked the County for \$9,000 to help fund their budget for the remainder of the fiscal year and was instructed to submit a formal application using the county's non-profit funding request form. They do not charge admission. In lieu of paying rent to the City, the Geotourism Center manages the day-to-day operations of the entire building. They do pay utility bills.

TETON VALLEY CHAMBER OF COMMERCE. Executive Director Kristi Baughman started working in November and quickly realized that no one was clear about what, exactly, the Chamber should be doing. Since then, she has polled existing members and learned they simply want the Chamber to help get more people through their doors. Therefore, the Chamber has focused on getting people to travel here and recently launched an excellent new website intended to be a one-stop shop for visitors. They intend the Calendar page on their website to provide a comprehensive listing of all activities and events to help visitors plan their trips. The Chamber has also increased their social media presence and participates in regional advertising. They're working to get more occupancy statistics from local lodging facilities in order to increase the dollar amount of grants received from the Idaho Travel Council.

Roger Brink, former TVBDC President and current Chamber board member, said there's a lot of synergy between the three organizations which are working well together.

EXECUTIVE SESSION

● **MOTION.** At 11:37 am Chairman Leake made a motion for Executive Session to discuss personnel and indigent matters pursuant to IC 67-2345(1b)&(1d). Motion seconded by Commissioner Park and a roll call vote showed all in favor. The Executive Session ended at 11:56 am.

● **MOTION.** Commissioner Park made a motion to deny indigent case 1T 2015-10007 because the applicant is not indigent. Motion seconded by Commissioner Riegel and carried unanimously.

MONTHLY ELECTED OFFICIAL & DEPARTMENT HEAD MEETING

Nine elected officials and 12 department heads discussed issues of mutual concern.

AMERICAN INSURANCE

Travis Argyle of American Insurance introduced himself to the new commissioners and provided a Health Care Reform update outlining upcoming changes due to the Affordable Health Care Act (Attachment #8). He said current nation-wide renewal rates are showing about a 9% increase.

FAIR BOARD

President Katie Salsbury reviewed her memos regarding purchase of signs and a new tractor (Attachment #9). The county's Purchasing Policy has been followed to identify the lowest cost tractor and funds are available within the Fair and Arena funds. Ms. Salsbury said the tractor is considered part of the Arena facility and explained that the Fair Board strategically left money in the arena fund to purchase a tractor and other items (wheelbarrows, exit signs, rakes, etc.) necessary to make the arena operable. They would also like to purchase a groomer for the old tractor, so that two tractors are available when necessary.

ICRMP has been contacted regarding county liability related to volunteers driving the tractor. The Risk Manager recommends that the Fair Board provide a short list of tractor drivers, who must be at least 21 years of age. Furthermore, she suggests there be an age limit on others allowed in the facility while the tractor is being used and that no one other than the driver be allowed on the tractor. The Board asked Ms. Salsbury to develop a written policy incorporating these guidelines.

Regarding the signage, Ms. Salsbury is coordinating with the City of Driggs about the appearance of the signs.

● **MOTION.** Commissioner Riegel made a motion to approve the purchase of a new tractor using \$10,000 of the Fair's Remaining Cash Fund Balance and \$16,925 already budgeted within the Arena Fund. Motion seconded by Commissioner Park and carried unanimously.

● **MOTION.** Commissioner Riegel made a motion authorizing the Fair Board to purchase signs with capital improvement funds previously intended to purchase gravel. Motion seconded by Commissioner Park and carried unanimously.

● **MOTION.** Commissioner Park made a motion to approve use of \$3,650 from the Arena Fund to purchase a groomer for the old tractor. Motion seconded by Commissioner Riegel and carried unanimously.

RECREATION/FAIRGROUNDS COORDINATOR. Ms. Salsbury said Planning Administrator Jason Boal had contacted her several weeks ago to discuss her memo about the Fair Board's future need for an employee to manage the Fair grounds. He proposed the idea of a Recreation/Fair Grounds Coordinator, which Ms. Salsbury has discussed with her Board. They have decided to respectfully decline the offer of a shared employee. Public use of the fairgrounds is increasing dramatically and her Board foresees that they could soon need a full time position, which could be fully funded by revenues generated from renting the fairgrounds. In fact, she predicts the Fair Board will eventually need a full time maintenance person and a full time administrative person. In the long run, said Ms. Salsbury, the responsibility for managing the fairground property should probably become a responsibility of the Public Works Director. Ms. Salsbury said the Fair Board recently updated their fairground

usage fees. Any school, 4H or county group can use the facilities for free but everyone else must pay, and everyone must pay for electricity used via a token system.

Ms. Salsbury said the Fair Board is busy planning this summer's County Fair and intends to celebrate the County's Centennial as part of their activities.

CLERK

Clerk/Auditor Mary Lou Hansen reviewed her quarterly financial report for the second quarter of FY 2015, which ended March 31, 2015 (Attachment #10). Revenue and expense budgets are within expectations. The General Fund contingency account started out with \$82,000 this year and still holds \$65,786.

● **MOTION.** Commissioner Park made a motion to approve Resolution 2015-0413A transferring budgets for the second quarter of FY 2015. Motion seconded by Commissioner Riegel and carried unanimously. (Attachment #11).

BUDGET FOR CENTENNIAL CELEBRATION. Chairman Leake reviewed his ideas for celebrating the County's Centennial this year (Attachment #12). He suggests that the Council of Governments, consisting of himself and the 3 mayors, become an Executive Committee to oversee efforts of a hired or volunteer Celebration Plan Coordinator (CPC). That person would be responsible for the execution of activities identified by the Committee; several possibilities are itemized in his memo. He estimated that the CPC salary would be \$5,000-7,000 while the cost of events and/or Centennial items would total \$15,000-\$20,000. Since a Centennial event occurs just once every 100 years, Chairman Leake believes it would be appropriate for the County to spend additional funds to celebrate the occasion, promote the county and encourage community spirit. The County has already spent about \$10,000 for January kick-off events and centennial banners located on light-posts throughout the county.

Commissioner Park agreed that the county should spend more money to celebrate this 100-year occasion. Commissioner Riegel suggested there should also be an event for county employees and said contracting with a CPC would be better than hiring an employee. She will coordinate with the Commissioners' Assistant to refine the proposed list of events/activities and publish an ad for a CPC. The Board informally agreed that spending up to \$25,000 out of the Contingency Fund would be appropriate.

TREASURER

Treasurer Beverly Palm reviewed her memos regarding the timelines for issuing Warrants of Distrain and Tax Deeds (Attachment #13). Warrants of Distrain relate to taxable personal property. If the December 20 payment is not made, all unpaid taxes on personal property become immediately due and payable. This is different than real property, where owners have up to three years to pay past due taxes. There are about 25 owners of personal property currently at risk of receiving a Warrant of Distrain; one with taxes that are 3 years delinquent.

There are 12 parcels of real property with delinquent taxes since 2011. Treasurer Palm has initiated title searches on these properties and scheduled a July 13 tax deed hearing.

CANCELLATIONS. Treasurer Palm reviewed her memo and Idaho statute and requested approval to cancel up to \$250 in late charges, interest and fees, provided she submit a quarterly report to the Board itemizing all such cancellations (Attachment #14). No property taxes can be cancelled without Board approval.

● **MOTION.** Commissioner Park made a motion to approve Resolution 2015-0413B authorizing the Tax Collector to cancel late charges, interest and fees. Motion seconded by Commissioner Riegel and carried unanimously. (Attachment #15).

● **MOTION.** Commissioner Park made a motion to approve the e-payment services agreement with Point & Pay to enable the Treasurer to accept payments via credit/debit cards. Motion seconded by Commissioner Riegel and carried unanimously. (Attachment #16)

ADMINISTRATIVE

● **MOTION.** Commissioner Park made a motion to approve the Board meeting minutes of March 23 and 30 and the minutes of the March 23 meeting between Teton County Idaho and Wyoming Boards of Commissioners. Motion seconded by Commissioner Riegel and carried unanimously.

● **MOTION.** Commissioner Park made a motion to approve the Alcoholic Beverage License for the Headwaters Grill for the period of April 2-Sept. 30, 2015 and the Catering Permit for BRIAM, LLC (the Knotty Pin) for a one-day event, on behalf of the Teton Regional Physicians organization, on April 17, 2015 to be held at Teton Springs. Motion seconded by Commissioner Riegel and carried unanimously.

COMMITTEE REPORTS. Commissioner Park attended the monthly Fair Board meeting and said the new chairman and board is very organized and making great progress. Commissioner Riegel attended a meeting of the Alta Solid Waste District and said they are very interested in “piggybacking” onto the county’s new waste hauler contract. She also attended the Teton Area Advisory Forum meeting. Over the years, TAAF has facilitated public comment activities for several projects and is willing to help with the Teton View Regional Plan and transportation plan if requested. On March 27 Chairman Leake attended the Eastern Idaho Public Health board meeting. On April 8 he attended the Teton Valley Business Development Center meeting and the Driggs Urban Renewal Agency meeting. Commissioner Riegel also attended the TVBDC meeting.

OTHER BUSINESS. The Board reviewed their summer meeting schedule and discussed who might be able to attend various out-of-town conferences.

CLAIMS

● **MOTION.** Commissioner Park made a motion to approve all claims as presented. Motion seconded by Commissioner Riegel and carried unanimously.

General.....	\$58,409.66
Road & Bridge	18,596.61
Court & Probation	64,697.21
Court-Restitution	3,555.85
Court-Bonds.....	1,300.00
Elections.....	596.24
Indigent	468.28
Revaluation	9,345.00
Solid Waste.....	37,454.61
Tort	59,022.50
Road Levy.....	12,362.93
E911	5,872.30
Ambulance	47,472.48
Mosquito	22,805.36
Fair.....	513.90
Arena.....	51,132.31
Court-Fines & Fees.....	30,854.88
TOTAL	\$424,460.12

● **MOTION.** At 4:28 pm Commissioner Riegel made a motion to recess until the Road Project meeting at 6 pm. Motion seconded by Commissioner Park and carried.

The meeting resumed at 6:00 pm. The Board and Public Works Director spoke with various members of the public while reviewing road maps and other information in an Open House setting. At 6:30 pm Chairman Leake called the meeting back to order.

Public Works Director Darryl Johnson narrated a 38-slide presentation entitled “Teton County Road Report, 2015” (Attachment #17). The presentation reviewed county roads, transportation plan, maintenance, budget, major projects, design for 2016, funding sources, prioritizing, design standards and snow removal.

Questions were posed and answered during the presentation and afterwards. The Board told David Nissen that they would take a serious look at the new Teton View Scenic Byway/Packsaddle Road being constructed by a private landowner, which Mr. Nissen says will solve his access problem since the Milk Creek Road is impassable. They also assured farmer Dennie Arnold that they would thoroughly review his request for dust control on roads in Felt within the next few months (Attachment #18).

● **MOTION.** At 8:03 pm Commissioner Park made a motion to adjourn. Motion seconded by Commissioner Riegel and carried.

Bill Leake, Chairman

ATTEST

Mary Lou Hansen, Clerk

Attachments: #1 Teton SCD 2014 Performance Report and April 13, 2015 SNOTEL Status
#2 Emergency Management update and Report from American Mosquito Control Association annual conference
#3 Public Works update
#4 Solid Waste update
#5 Planning & Building update
#6 Ordinance 2015-2-2-6 re PZC attendance policy
#7 TVBDC Strategies & Progress Report, April 3, 2015
#8 American Insurance Health Care Reform Updates, Spring 2015
#9 Fair Board memos about Tractor & Signs
#10 Quarterly Financial Report
#11 Resolution 2015-0413A quarterly budget transfers
#12 Centennial Celebration Plan
#13 Warrant of Distraint Procedure and Tax Deed Schedule
#14 Treasurer memo about cancellations
#15 Resolution 2015-0413B cancellation of late charges, interest & fees by Tax Collector
#16 E-Payment Services Agreement with Point & Pay
#17 Teton County Road Report, 2015
#18 Dennie Arnold Farms traffic and dust control information



Non-Profit Funding Request FY 2015

NON-PROFIT ORGANIZATION: Teton Geotourism Center
CONTACT PERSON: Cynthia Ross TITLE: Executive Director
MAILING ADDRESS: P.O. Box 1562
PHONE: 208 354-2607 EMAIL: tetongeotourismcenter@gmail.com

OVERALL AGENCY FUNCTION and GOALS:

please see attachment

ANNUAL UNITS OF SERVICE and/or ANNUAL NUMBER OF RESIDENTS SERVED and/or SPECIFIC PROJECTS or GOALS FOR THE COMING YEAR:

please see attachment

BUDGET INFORMATION:

Total Projected Budget for FY15	Amount from Client Fees	% from Client Fees	Amount from Fundraising	% from Fundraising	Amount Requested from County	% from County	Other Funds *	% from Other
78,300	17,800	23%	32,500	42%	9,000	11%	19,000	24%

*Please list the source and amount of your organization's Other Funds:

City of Driggs \$10,000 -
Business Sponsorship \$9,000 -

BUDGET REQUEST JUSTIFICATION:

(define exact benefit to Teton County taxpayers and provide specific, measurable results)

please see attachment

REPORT OF PREVIOUS YEAR'S ACTIVITIES:

(If FY 2014 funding was received, please attach a single sheet describing what goals were met, what activities are currently under way, and any challenges or problems that have been encountered.)

NA

This form must be accompanied by: (1) List of current Board members; (2) Most recent IRS Form 990; (4) Most recent annual financial statements; and (4) Current year-to-date financial statements.



Non-Profit Funding Request Information & Form

Teton County funding may be available to qualified 501(c)(3) non-profit organizations who contract with the county for the performance of specific services. The County Commissioners have adopted an application process in order to fairly evaluate non-profit funding requests. Applications must be submitted and reviewed during the county's annual budget process which begins in April/May of each year. Funding requests will be evaluated based on available funds, whether other resources are available, and overall community needs. If county funding is approved, organizations must sign a contract for services with Teton County. There should be no expectation of continued annual funding.

Please complete and return the attached form to the County Clerk, along with:

- (1) Copies of your organization's most recent IRS Form 990, annual financial statements, and current year-to-date financial statements;
- (2) List of all current board members; and
- (3) A brief report of your organization's activities during the previous year, including information about the units of service, number of residents served and/or specific projects/goals accomplished.

You will then be contacted concerning a time and date to discuss your funding request with the Board of County Commissioners.

Return form to: Teton County Clerk
150 Courthouse Way
Driggs, ID 83422
clerk@co.teton.id.us
FAX: 354-8410

Please call the Clerk at 354-8780 if you have any questions about this procedure.

SUBMITTAL DEADLINE: May 31

County Commissioners Non-Profit Request Form

Overall Agency Function and Goals

The mission of the Teton Geotourism Center is to educate and connect people with information and opportunities that enhance their experience along the Teton Scenic Byway. We share stories of the region, encourage authentic experiences, and house exhibits that educate, entertain and inform all ages about the history, culture, natural assets, and lifestyles of the region. By promoting the local businesses, points of interest, and recreational activities, we move thousands of dollars into the economy.

The TGC has become the “face” of Teton Valley, distributing 95% of all printed marketing materials to visitors and locals in our 24-hour lobby. Our volunteer greeters/docents have engaged over 8000 guest in conversations about Teton Valley, its businesses, points of interest, and activities, while guiding travel itinerary planning. These enthusiastic and knowledgeable volunteers share stories of the area, inform visitors of the wonderful opportunities for adventure and enrichment, and answer questions, while making guests feel welcome and appreciated.

Our educational outreach includes hosting school field trips, 16 in the 2014/2015 school year, creating educational handouts for improved learning retention for visitors, and offering changing exhibits to provide educational and cultural enrichment experiences. We anticipate offering 3-5 changing exhibits annually, about local people, organizations and events, as well as traveling exhibits such as the Smithsonian's Museum on Main Street Program. These exhibits will bring cultural and historical resources otherwise unavailable in Teton Valley. Marketing materials for these exhibits will reach much of Idaho, western Montana, and western Wyoming, encouraging travel to Teton Valley and “heads in beds.”

As the first “geotourism center” in the world, our educational efforts also include increasing awareness and appreciation of the principles and practice of geotourism. This concept, first identified and named by the National Geographic Society, represents a step beyond “ecotourism,” one that fosters the preservation of local culture, history, and lifestyles, as well as the natural environment. Geotourism focuses on the sustainability of a locale's total “sense of place.” Marketing our presence as the first global geotourism center, drives visitors to Teton Valley. Additionally, our location on the Yellowstone-Grand Teton Loop Road, and our recognition by Idaho Tourism Council (ITC) as “The First Stop on any Trip to the Greater Yellowstone Region” (Diane Norton, ITC 2014) increase our ability to draw travelers to Teton Valley.

Our Organizational Goals are:

1. To bring tourists to Teton Valley and direct them to authentic local experiences through activities, events, and businesses
2. To engage visitors in our local culture, and inspire them to advocate for the conservation of the region's unique assets
3. To serve as an educational resource for visitors, local residents, schools and organizations
4. To provide a venue for art, cultural and educational exhibits, and activities
5. To promote the principles and practices of “geotourism” through educational programs and partnerships with other organizations

Our Objectives for the Region are:

1. To promote the development of tourism
2. To serve as an educational resource to visitors, residents and students, and to provide material to enhance lessons and learning *
3. To provide space to local and regional organizations for educational, artistic, cultural, and recreational exhibits, presentations, speakers, and other activities **
4. To contribute to the self-reliance of the communities of Teton Valley by bringing regional and touring educational and cultural events to the TGC

* ** We would love to assist Teton County with their Centennial Celebration in any and every way possible.

Annual Units of Service and/or Annual Number of Residents Served and/or Projects or Goals for the coming Year

During the summer months the TGC is open 7 days/week for a total of 60 hours/week. In shoulder seasons, we are open five days a week, and reopen six days/week during the winter season. We staff extra hours/days during special events such as SnowFest. In our first 60 days of operation we hosted over 3000 guests from more than 31 countries and every state in the nation. We have now hosted over 8000 visitors. In addition to travelers, local residents also visit the TGC. Many residents have shared how they now send their families and other guests to the TGC as a first stop on their vacation. Several local real estate agents use the TGC as a marketing tool to show off the exhibits, impress clients with its professionalism, and give a colorful overview of the natural beauty and myriad amenities of the region.

We compliment the activities of the Teton Valley Chamber of Commerce and partner with them on Destination Marketing. Local schools bring students for educational opportunities. The new Changing Exhibit Gallery offers organizations opportunities to share their stories and display their work to a wide audience at no charge to exhibitor or viewer. We anticipate hosting another 4000+ visitors before September 30, and another several hundred who come for our first changing exhibit for the National Outdoor Leadership School's 50th Anniversary Celebration Exhibit.

Our marketing efforts are still in their infancy. Budget constraints have limited the purchase of advertising and on-line marketing. Recent grants are funding a summer intern for social media development, web design and on-line advertising. We are currently anticipating the positive impact of these efforts, and they will be measured over time in the form of analytics for our budget..

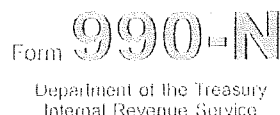
Budget Request Justification

From its inception, the TGC was seen as both an economic and educational entity. Time was needed to establish momentum and an opportunity to measure our presence in the community. Our early success with economic impact and educational outreach has presented new opportunities for additional programming, which requires additional funding. Our Board of Directors always intended to request support from all the local government agencies, which is why we are coming to the County at this time. Your support will help us achieve new goals in 2015 and will facilitate our future growth through community and business collaborations.

List of Current Board of Directors

Julie Bryan
Deb Hinkley
Hyrum Johnson
Tim O'Donoghue
Jennifer Walton
David Work

Information copy. Do not send to IRS.



Electronic Notice (e-Postcard)
for Tax-Exempt Organizations not Required To File Form 990 or
990-EZ

OMB No. 1545-2085

2013



A For the 2013 calendar year, or tax year beginning 10/1/2013, and ending 9/30/2014.

B Check if applicable

☐ Terminated, Out of Business

☒ Gross receipts are normally
\$50,000 or less

C Name of organization: TETON GEOTOURISM CENTER
d/b/a:

Post Office Box 1562
Driggs, ID, US, 83422

D Employer
Identification
Number

46-3834450

E Website:

www.tetongeotourism.us

F Name of Principal Officer: Cynthia Rose

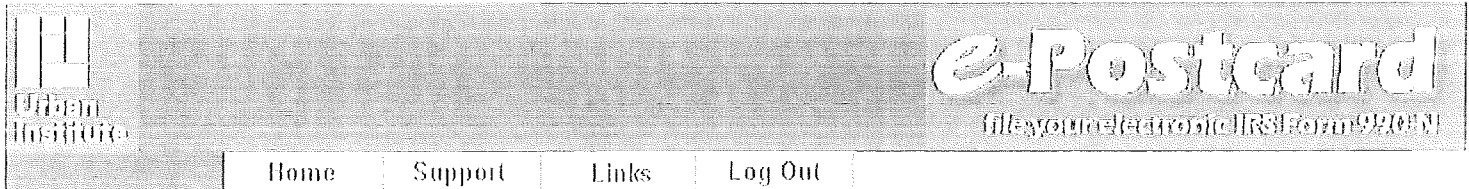
Post Office Box 1562
Driggs, ID, US, 83422

Privacy Act and Paperwork Reduction Act Notice. We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in Code section 6104.

The time needed to complete and file this form and related schedules will vary depending on individual circumstances. The estimated average times is 15 minutes.

Notes: This image is provided for your records only. Do NOT mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.



Form 990-N (e-Postcard) Submitted

TETON GEOTOURISM CENTER

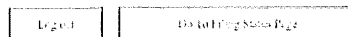
46-3831150

2013 IRS Form 990-N (e-Postcard)

10/1/2013 - 9/30/2014

Congratulations, your Form 990-N (e-Postcard) has been submitted to the IRS.

Once the IRS receives and processes your e-Postcard (usually within 30 minutes), you will receive an email indicating whether your e-Postcard was accepted or rejected. If accepted, you are done for the year. If rejected, the e-filing receipt email will contain instructions on how to correct the problem.



Questions or problems regarding this web site should be directed to [Tech Support](#)

Concerned about your privacy? Please view our [privacy policy](#).

This website is best viewed with Microsoft Internet Explorer 6.0+ or Mozilla Firefox with a screen resolution of 1024 X 768.

Last modified: December 30, 2013.

Toton Geotourism Center Inc

7/14/14-9/30/14 7/14/14-9/30/14
Budget Actual

REVENUE			% of Budget
<i>Unrestricted</i>			
Individual contributions	3,000.00	1,015.02	33.83%
Unrestricted grants	-	5,000.00	#DIV/0!
Retail sales	5,000.00	3,047.79	60.96%
Donation box	100.00	441.98	441.98%
Tin Cup	7,500.00	14,535.00	193.80%
Unrestricted Total	\$15,600.00	\$24,039.79	154.10%
<i>Restricted</i>			
Restricted grants	6,952.00	2,387.00	34.34%
Restricted grants offset		(2,387.00)	
Release from restricted	-	1,870.65	
Restricted Total	\$6,952.00	\$1,870.65	26.91%
Total Revenue	\$22,552.00	\$25,910.44	114.89%

EXPENSES			% of Budget
<i>Start Up Expenses</i>			
501c3 applications	1,000.00	-	0.00%
Computer & software	3,400.00	1,046.00	30.76%
Vacuum cleaner	300.00	-	0.00%
Total Start Up Expenses	\$4,700.00	\$1,046.00	22.26%
<i>General Operating</i>			
Rent & utilities	2.00	-	0.00%
Postage	125.00	7.10	5.68%
Office & general supplies	200.00	46.41	23.21%
Insurance	500.00	980.37	196.07%
Bookkeeping	1,000.00	784.65	78.47%
Dues & subscriptions	100.00	-	0.00%
Permits	25.00	25.00	100.00%
Tech support	750.00	-	0.00%
Total General Operating	\$2,702.00	\$1,843.53	68.23%
<i>Personnel</i>			
Executive director salary	8,000.00	7,475.00	93.44%
Payroll taxes	1,000.00	714.32	71.43%
Total Personnel	\$9,000.00	\$8,189.32	90.99%
<i>Fundraising & Retail</i>			
Retail inventory purchases	5,000.00	1,822.07	36.44%
Credit card fees	150.00	59.72	39.81%
Events	500.00	130.59	26.12%
Total Fundraising & Retail	\$5,650.00	\$2,012.38	35.62%
<i>Education & Outreach</i>			
Advertising	500.00	1,870.65	374.13%
Total Education & Outreach	\$500.00	\$1,870.65	374.13%
Total Expenses	\$22,552.00	\$14,961.88	66.34%
Net Income	\$-	\$10,948.56	#DIV/0!

Teton Geotourism Center Inc

REVENUE	Oct 2014 - Sept 2015 Budget	Oct - Mar 2015 Budget	Oct - Mar 2015 Actual	% of Monthly Budget	% of Annual Budget
<i>Unrestricted</i>					
Individual contributions	15,000.00	7,500.00	4,248.40		
Sponsorships		-	9,250.00		
Subtotal	\$ 15,000.00	\$ 7,500.00	\$ 13,498.40	179.98%	89.99%
Unrestricted grants	5,000.00	-	5,000.00	#DIV/0!	100.00%
Retail sales	17,500.00	2,500.00	2,002.84	80.11%	11.44%
Booking commissions	3,000.00	800.00	-	0.00%	0.00%
Donation box	300.00	-	1,526.01	#DIV/0!	508.67%
Tin Cup	7,500.00	-	-	#DIV/0!	0.00%
Fundraising Events	5,000.00	3,000.00	-	0.00%	0.00%
Rental Income	-	-	375.00	#DIV/0!	#DIV/0!
Unrestricted Total	\$ 53,300.00	\$ 13,800.00	\$ 22,402.25	162.34%	42.03%
<i>Restricted</i>					
Restricted grants	25,000.00	17,000.00	24,300.00	142.94%	97.20%
Restricted grants offset	-	-	(24,300.00)		
Release from restricted	-	-	19,124.77		
Restricted Total	\$ 25,000.00	\$ 17,000.00	\$ 19,124.77	112.50%	76.50%
Total Revenue	\$ 78,300.00	\$ 30,800.00	\$ 41,527.02	134.83%	53.04%

EXPENSES	Oct 2014 - Sept 2015 Budget	Oct - Feb 2015 Budget	Oct - Feb 2015 Actual	% of Monthly Budget	% of Annual Budget
<i>Program</i>					
Exhibit Room	-	-	15,266.50	#DIV/0!	#DIV/0!
Total Program	\$ -	\$ -	\$ 15,266.50	#DIV/0!	#DIV/0!
<i>General Operating</i>					
Rent & utilities	12.00	12.00	-	0.00%	0.00%
Postage	200.00	160.00	-	0.00%	0.00%
Office & general supplies	750.00	375.00	443.88	118.37%	59.18%
Office equipment	-	-	1,235.21	#DIV/0!	#DIV/0!
Insurance	3,500.00	810.00	566.30	69.91%	16.18%
Bookkeeping	3,500.00	1,750.00	3,974.03	227.12%	113.56%
Dues & subscriptions	500.00	250.00	50.00	20.00%	10.00%
Permits	25.00	-	25.00	#DIV/0!	100.00%
Staff development	1,000.00	600.00	319.58	53.26%	31.96%
Tech support	750.00	375.00	-	0.00%	0.00%
Total General Operating	\$ 10,237.00	\$ 4,272.00	\$ 6,614.60	154.84%	64.61%
<i>Personnel</i>					
Executive director salary	44,850.00	22,425.00	22,425.00	100.00%	50.00%
Payroll taxes	5,150.00	2,575.02	2,179.30	84.63%	42.32%
Total Personnel	\$ 50,000.00	\$ 25,000.02	\$ 24,604.30	98.42%	49.21%
<i>Fundraising & Retail</i>					
Retail inventory COGS	10,000.00	2,500.00	1,018.25	40.73%	10.18%
Events	1,500.00	800.00	66.05	8.26%	4.40%
Credit card fees	350.00	100.00	39.47	39.47%	11.28%
Networking	250.00	50.00	-	0.00%	0.00%
Total Fundraising & Retail	\$ 12,100.00	\$ 3,450.00	\$ 1,123.77	32.57%	9.29%
<i>Education & Outreach</i>					
Advertising	2,500.00	1,000.00	745.49	74.55%	29.82%
Brochure	500.00	250.00	289.00	115.63%	57.82%
Annual report	250.00	-	-	#DIV/0!	0.00%
Travel	250.00	250.00	-	0.00%	0.00%
Total Education & Outreach	\$ 3,500.00	\$ 1,500.00	\$ 1,034.57	68.97%	29.56%
Total Expenses	\$ 75,837.00	\$ 34,222.02	\$ 48,643.74	142.14%	64.14%
Net Income	\$ 2,463.00	\$ (3,422.02)	\$ (7,116.72)	207.97%	-288.95%

Teton Geotourism Center Inc

Balance Sheet

As of March 31, 2015

	Mar 31, 15
ASSETS	
Current Assets	
Checking/Savings	
Bank of Commerce Checking	4,793.05
Potty Cash	125.00
Total Checking/Savings	4,918.05
Other Current Assets	
Undeposited Funds	3,000.00
Total Other Current Assets	3,000.00
Total Current Assets	7,918.05
Other Assets	
Inventory	3,129.86
Total Other Assets	3,129.86
TOTAL ASSETS	<u>11,047.91</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	669.90
Total Accounts Payable	669.90
Other Current Liabilities	
Payroll Liabilities	811.62
Restricted Grants Payable	5,691.58
Sales Tax Payable	42.96
Total Other Current Liabilities	6,546.16
Total Current Liabilities	7,216.06
Total Liabilities	7,216.06
Equity	
Unrestricted Net Assets	10,948.57
Net Income	(7,116.72)
Total Equity	3,831.85
TOTAL LIABILITIES & EQUITY	<u>11,047.91</u>

MEMO

DATE: April 24, 2015

FROM: Dawn Felchle, Facilities Mgr.

TO: Commissioners

RE: Courthouse Power Issues & Request for Funding

Due to the “dirty” power in Teton Valley and our proximity to the power plant across the street, the Courthouse fairly often experiences power surges. These surges can cause minimal interruptions (lights going out momentarily) to major issues (blown network switches, need to reset computer boards to light panels, frequent light bulb and ballast replacements). For several years it has been suggested we place a filter on our main transformer to clean our power before it enters the building. The power outage of March 23, 2015 brought to the forefront the need to revisit this issue and get resolution. Fall River Electric placed a meter on our building following this recent event and to date they are showing no abnormalities on their end that would be causing our internal issues. In other words, it is our problem.

The attached quote for \$6,986.80 from West Pointe Electric* is a suggested first step.

A second step is to add the first floor circuits to the back-up generator, giving the Emergency Operations Center, the Board and employees a place to meet during a full power outage. Currently the generator ONLY backs up the EOC Radio room in the BoCC Chambers, the data closets on each floor and the main server room on the second floor. You will note on the memo from WPE, to bring the HVAC system on to the generator, we will need to work with an Electrical Engineer to determine our capacity and the best practice for shifting loads and getting emergency functions on the generator.

The attached quote for \$5,830.00 would phase 1 in getting necessary electrical functions connected to the generator.

*West Pointe Electric is familiar with the Courthouse as they were hired by the original contractor to install all the exterior lighting and they are a local firm. The electrician who installed all the panels and interior lighting and electrical wiring would not be a recommendation of staff. Additionally, if it is determined that any service calls, repairs or replacement of equipment can be directly attributed to an event covered by insurance, claims for reimbursement will be submitted. The above work does not fall under insurance as these are preventative measures which should have been done at time of construction.

The Building Maintenance Budget Line Item 01-09-494 has \$99,000 for ongoing masonry repairs “if needed” to the building. The Board is asked to approve an amount not to exceed \$15,000 to begin these necessary long-term electrical fixes.

MEMO

DATE: April 24, 2015

FROM: Dawn Felchle, Assistant

TO: Commissioners

RE: Centennial Celebration

Attached are two versions of a similar concept for a paid Centennial Planner as discussed by the Board. If approved, the position would need to be advertised. If ad runs two weeks, the Board could interview and hire at meeting of May 26th, leaving 30 days to get organized and ready for the July 4th parade. Presence at rodeo grounds can with the installation of two banners. Additional activities and presence at smaller venues will follow rather quickly.

Many of these ideas do not fall under the responsibility of County Government, yet the County would be paying someone to call, email, prop other municipalities, businesses, civic entities to acknowledge the Centennial in some manner in conjunction with their day-to-day activities. All activities and items on this list are “throw-away” and have no long-lasting commemoration of the centennial.

Alternative Possibilities: Do One Thing Really Well.

Option 1: Find a parcel of land within the City of Driggs and create a small, quiet Centennial Park for just reflecting and sitting. With proper landscaping could be used for outdoor weddings, graduation photos. Have a labyrinth with family stones or trees dedicated by families.



Option 2: Outstanding in the Field Dinner event for public in a field or on the courthouse lawn. Not a picnic – an event. Would require an RSVP.

Option 3. Large Public Picnic on Courthouse grounds with activities. Use local musicians, artists and food & beverage purveyors.